Science Laboratory Technician

Position: Science Laboratory Technician (full time)
Starting date: September 2010
Accountable to: The Head of Science
Accountable for: Providing technical expertise to ensure the maintenance and effective operation of the College’s Science Prep. Rooms and Laboratories.

Key responsibilities

Administering the day to day operation of the school’s Science Prep Rooms and Laboratories, including:

- Maintenance and organisation of stock, materials and equipment
- Secure storage and deployment of hazardous substances
- Ensuring compliance with all relevant Occupational Health and Safety requirements relating to the storage and use of Science Faculty facilities, materials and equipment
- Provision of equipment and materials as requested by teaching staff
- Maintenance of inventories of Science Faculty stock
- Maintenance of Science Faculty computer records
- Liaising with the Head of Science regarding the ordering, deployment, use and replacement of Faculty stock, materials and equipment.
- Monitoring, maintaining and repairing of Faculty equipment, including computer hardware and software and audio-visual equipment, either in-house or by liaising with repairers/suppliers
- Providing technical knowledge and support for the school’s Science Faculty
- Workplace Health and Safety Officer for the College
- Other duties as determined by the Head of Science

Selection Criteria

- Relevant tertiary qualifications in Science Laboratory Technology or other related area
- Preferred experience as a school laboratory technician
- Experience and knowledge of current technologies
- Excellent inter-personal skills.
- Ability to work in a team.
- Capacity to work under pressure and meet deadlines.
- Capacity to work efficiently and reliably without supervision but within agreed limits and in accordance with school policies and procedures.
- Training in WH&S an advantage.
- Current Working with Blue Card.

Applications including 3 referees should be made in writing to:

Dr Roderick Crouch
Principal
Moreton Bay Boys’ College
PO Box 80 Wynnum 4178
Email: employment@mbbc.qld.edu.au by Friday, 20 August 2010.